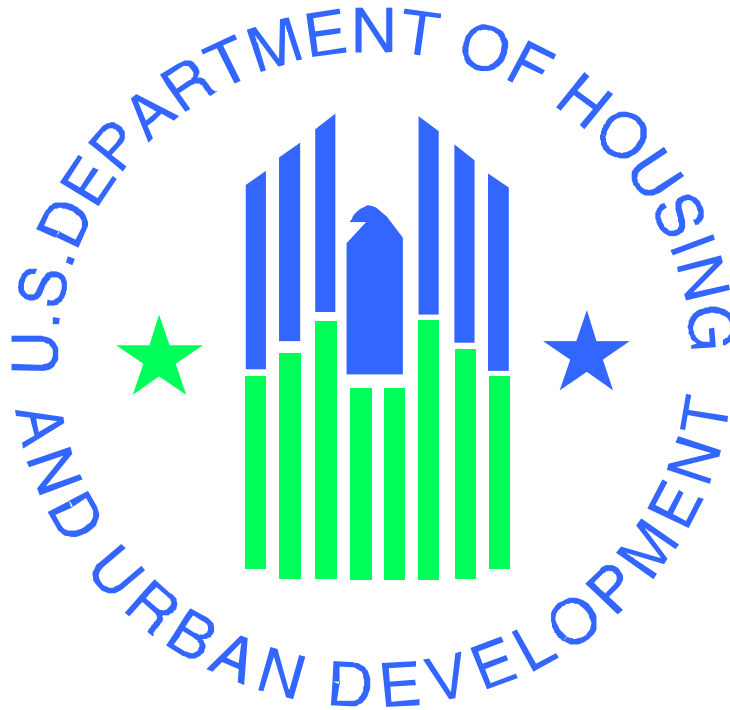


***U.S. Department of Housing and Urban Development  
Public and Indian Housing – Real Estate Assessment Center  
(PIH-REAC)***

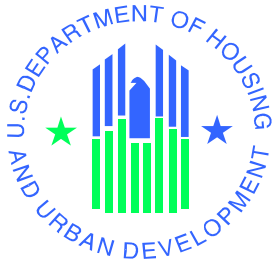


**SDM Initiate Phase Needs Statement Document**

**For The**

**Financial Assessment Subsystem – Public Housing  
(FASS PH)**

System:	REACS
Subsystem:	FASS-PH
Release:	Release 8.1.0.0
Database Release:	REACS
Doc Type:	SDM Initiate Phase Needs Statement Document
Doc Date:	08/26/2005
Doc Status	Final
Doc Author:	Avineon Inc.
Doc Number:	1.5



# NEEDS

## STATEMENT (DRAFT)

*Financial Assessment Subsystem - Public Housing  
(FASS-PH)*

**U.S. Department of Housing and Urban Development**

June 2005

**Revision Sheet**

<b>Release No.</b>	<b>Date</b>	<b>Revision Description</b>
Rev. 1.1	05/26/2005	Document Updated for Releases 8.1.0.0
Rev. 1.2	06/06/2005	Revised by QA Manager for SDM Compliance
Rev. 1.3	06/21/2005	Add One New Requirement
Rev. 1.4	06/21/2005	Revised by Analyst to incorporate Management Review Comments
Rev. 1.5	06/30/2005	Incorporate IT Manager's Comments



## Needs Statement Authorization Memorandum

I have carefully assessed the Needs Statement for the FASS-PH subsystem. This document has been completed in accordance with the requirements of the HUD System Development Methodology.

MANAGEMENT CERTIFICATION - Please check the appropriate statement.

\_\_\_\_\_ The document is accepted.

\_\_\_\_\_ The document is accepted pending the changes noted.

\_\_\_\_\_ The document is not accepted.

We fully accept the changes as needed improvements and authorize initiation of work to proceed. Based on our authority and judgment, the continued operation of this system is authorized.

\_\_\_\_\_  
Freddie Harrison  
FASS-PH IT Manager

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Nicholas Miele  
FASS-PH Program Business Manager

\_\_\_\_\_  
DATE

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# NEEDS STATEMENT

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## **1.0 GENERAL INFORMATION**

## 1.0 GENERAL INFORMATION

### 1.1 Purpose

This document describes the need for the proposed FASS-PH funding.

### 1.2 Scope

The scope of the Release 8.1.0.0 is determined by requirements documented in the Release 8.1.0.0 Statement of Work.

These requirements are displayed in a table format. The column header, “#”, indicates the sequential order of the requirements. The column header, “Req. #”, indicates the requirement number noted in Release 8.1.0.0 Statement of Work Document. The column header, “Title” and “Description”, are self-explanatory.

Requirement Table			
#	Req. #	Title	Description
1	2	Line Item G3000-010	First, the DCF/Financial Statement/G3000-010 Type of Audit Report/G3000-060 & 070 will now reflect Fund Type and Opinion of the Fund rather than Program. Auditors should only be entering opinion for funds within the PHA.
2	3	View Prior Fiscal Year Submission Comments	Allow analysts to review prior year submission comments while still reviewing the current FYE submission. This will allow the analyst to review prior submission comments without navigating between multiple submissions.
3	4	Line Item G4200-010 & G4200-050	Modify Line Item 4200-050 to default to “N/A”; if and only if Line Item 4200-010 is selected “No” for Non-Major Programs audited A133, there will be no penalty when this opinion is selected.
4	5	Line Item G1102	New logic will be in place, so that the external user will not be able to enter any amount on Line Item G1102. This new methodology should begin for all 9/30/2005 submissions.
5	6.2	FASS Analyst Column	Modify the FASS Analyst column for the external user inbox only to display the name of the Business Manager or Analyst.
6	6.7	FDS Report	Repair the FDS report page to print correctly from MS Internet Explorer.
7	7.1	Storing Assessment Attachments	Change the storage of permanent file attachments from being part of the UNIX /Windows file system to being stored as Binary Large Objects (BLOB's) in the database. All file attachments need to be stored and retrieved on the REACS database.
8	7.2	HTTPS on port 443 (default)	Remove any instances of http port in ColdFusion templates and replace http port with the relative server.
9	7.7	WASS – Guest Checkbox	WASS will remove the guest checkbox on the Login interface. Have the system automatically recognized a guest user.
10	7.9	Remove Identity Type from the Participant Assessment Table.	Remove identity attribute from the column definition in the assessment table and replace the attribute with a stored procedure to find the sequential primary key value.

Requirement Table			
#	Req. #	Title	Description
11	7.10	LOCCS/UDCAPS Storing Data.	Remove storing Line of Credit Control System/ HUD Central Accounting Processing System (LOCCS/UDCAPS) data in permanent tables and pipe the HOCCS/UDCAPS data directly into the REAC database.
12	8	Alter Financial Review Instructions	On the Review Submission Page under the Financial Statement tab the instructions need to be modified. The first bullet of the instructions will be separated into two distinct bullets. The first bullet will read, "Government-Wide Financial Statements, If Applicable." The second bullet will read, "Fund Financial Statements."

### 1.3 System Overview

The FASS-PH is a subsystem of the Real Estate Assessment Center System (REACS). FASS-PH will help enable centralized financial analysis that can be used to identify where HUD should focus its limited resources to improve service delivery and manage its housing programs proactively. To achieve this goal, the following objectives have been identified:

- Gather standard financial data pertaining to each Public Housing Agency (PHA) and Section 8 Entity by combining standard fiscal audit information with reporting and compliance factors as defined by the Single Audit Act;
- Assess the financial condition of all PHAs and Section 8 Entities using a comprehensive protocol;
- Assess financial risk using standard financial data;
- Determine an objective, numerical score for each PHA and Section 8 Entity using standard protocols for financial performance review;
- Enable HUD staff to focus on the most troubled PHAs and Section 8 Entities based on the risk associated with the score;
- Eliminate or address existing material weaknesses identified through IG Audits. This includes mitigating potential risks;
- Support HUD's mission;
- Implement OMB Circular A-123 compliant policies and procedures;
- Support HUD's eGov Strategic Plan;
- Automate paper based forms to support the Government Paperwork Elimination Act (GPEA);
- Provide payback as early in the system lifecycle as possible;
- Provide significant benefits to HUD;
- All new functionality meets the Rehabilitation Act Section 508 requirements.

System Overview Table	
System and Subsystem Description	
System	Real Estate Assessment Center System (REACS)
Subsystem	Financial Assessment Subsystem - Public Housing (FASS-PH)
Responsible Party Description	
Sponsor	Public and Indian Housing – Real Estate Assessment Center (PIH-REAC)
Requirements	Avineon Inc.
Design	Avineon Inc.

System Overview Table	
Development	Avineon Inc.
System and Integration Testing	Avineon Inc., DCG
User Acceptance Testing	To be determined by PIH-REAC Management
Deployment	Avineon Inc., DCG
Maintenance	Avineon Inc., DCG
System Environment, Code, and Category: and Operational Status Description	
PCAS	307820
System Code	P093
System Category	Non-Major
Operational Status	Operational
System Environment	Web Based

## 1.4 Project References

The following documents are available to provide a comprehensive understanding of the PHA financial assessment process. Most documents are available via the PIH-REAC Document Library. Additionally, several of the documents listed below are available through the PHA Financial Assessment Internet site at <http://www.hud.gov/offices/reac/products/prodpha.cfm>.

References Table
FASS-PH 8.0.0.0
"FASS-PH Release 8.0.0.0 SDM System Test Results and Evaluation Report," 03/23/2004.
"FASS-PH Release 8.0.0.0 SDM Unit Test Plan," 02/18/2004.
"FASS-PH Release 8.0.0.0 SDM Validation, Verification and Testing Plan," 02/12/2004.
"FASS-PH Release 8.0.0.0 SDM Program Specifications," 12/22/2003.
"FASS-PH Release 8.0.0.0 SDM System/ Subsystem Specifications," 12/22/2003.
"FASS-PH Release 8.0.0.0 SDM Functional Requirements Document," 11/13/2003.
"FASS-PH Release 8.0.0.0 SDM Data Requirements Document," 11/13/2003.
FASS-PH 7.4.0.0
"FASS-PH Release 7.4.0.0 SDM System Test Results and Evaluation Report," 10/10/2003.
"FASS -PH Release 7.4.0.0 SDM Validation, Verification and Testing Plan," 09/04/2003.
"FASS-PH Release 7.4.0.0 SDM Program Specifications," 08/21/2003.
"FASS-PH Release 7.4.0.0 SDM System/ Subsystem Specifications," 08/21/2003.
"FASS-PH Release 7.4.0.0 SDM Functional Requirements Document," 08/05/2003.
"FASS-PH Release 7.4.0.0 SDM Data Requirements Document," 08/05/2003.
FASS-PH 7.3.0.0
"FASS-PH Release 7.3.0.0 SDM Integration Test Results and Evaluation Report," 08/05/2003.
"FASS-PH Release 7.3.0.0 SDM System Test Results and Evaluation Report," 07/11/2003.
"FASS-PH Release 7.3.0.0 SDM Unit Test Plan," 05/27/2003.
"FASS-PH Release 7.3.0.0 SDM Validation, Verification and Testing Plan," 5/12/2003.
"FASS-PH Release 7.3.0.0 SDM Training Plan," 04/17/2003.
"FASS-PH Release 7.3.0.0 SDM Program Specifications," 05/07/2003.
"FASS-PH Release 7.3.0.0 SDM Database Specifications," 05/07/2003.
"FASS-PH Release 7.3.0.0 SDM System/ Subsystem Specifications," 05/07/2003.

**References Table**

"FASS-PH Release 7.3.0.0 SDM Functional Requirements Document," 04/02/2003.
"FASS-PH Release 7.3.0.0 SDM Data Requirements Document," 04/02/2003.
"FASS-PH Release 7.3.0.0 SDM System Security and Privacy Plan," 04/02/2003.
"FASS-PH Release 7.3.0.0 SDM System Support and Acquisition Document," 04/02/2003.
"FASS-PH Release 7.3.0.0 SDM Initiate Phase – Feasibility Study," 03/25/2003.
"FASS-PH Release 7.3.0.0 SDM Initiate Phase – Cost/Benefit Analysis," 03/25/2003.
"FASS-PH Release 7.3.0.0 SDM Initiate Phase – Needs Statement," 03/25/2003.
"FASS-PH Release 7.3.0.0 SDM Initiate Phase – Risk Analysis," 03/25/2003.
"FASS-PH Release 7.3.0.0 SDM Initiate Phase – Project Plan," 03/25/2003.
"FASS-PH Release 7.3.0.0 Work Plan," 03/20/2003.
"FASS-PH Quality Control Plan," 11/04/2002.
Refer to "FASS-PH Release 7.3.0.0 SDM Functional Requirements Document," 04/02/2003 for list of References prior to FASS-PH Release 7.3.0.0.
<b>Policies</b>
"PHAS: Physical Condition Scoring Process and Financial Condition Scoring Process," 10/21/2003.
"Changes to the Public Housing Assessment System (PHAS); Proposed Rule," 24 CFR Part 902, 02/06/2003.
"PHAS; Notice Adopting Interim Scoring Methodologies for PHAS Physical Condition and Financial Conditions Indicators," 03/15/2002.
"PHAS Information About PHAS Interim Scoring Methodology for PHAs With Fiscal Years Ending On or After September 30, 2001: Introduction; Notice," 11/26/2001.
"PHAS; Financial Condition Scoring Process Interim Assessments," 11/26/2001.
"PHAS; Revised Timetable for Issuance of Management Operations Official Scores and PHAS Advisory Scores; and Notice of Intent to Commence Informal Meetings on PHAS," 05/30/2001.
"PHAS; Financial Condition Scoring Process Notice," 12/21/2000.
"PHAS: Notice of Extended Submission Period for PHAS Management Operations Certification and Audited Financial Statement for Certain PHAs," 11/21/2000.
"PHAS Management Operations Certification Resubmissions Period and Financial statement Submission Extension Period for Certain PHAs," 08/09/2000.
"PHAS Financial Condition Scoring Process," 06/28/2000.
"Uniform Financial Reporting Standards: 24 CFR Part 5, et al," 03/27/2000.
"Technical Correction to PHAS Final Rule," 06/06/2000.
"Public Housing Assessment System (PHAS) Amendments; Final Rule," 24 CFR Part 902, 01/11/2000.
"Notice Clarifying Manual Submissions and Extension Requests Under the Public Housing Assessment System (PHAS)," 11/17/1999.
"PHAS Proposed Amendments to 24 CFR Part 902," 06/22/1999.
"Public Housing Assessment System; Financial Condition Scoring Process Notice," 06/23/1999.
"Uniform Financial Reporting Standards for HUD Housing Programs; Final Rule," 24 CFR Part 5, et. al., 09/1/1998.
"Public Housing Assessment System Final Rule," 24 CFR Parts 901 and 902, 09/1/1998.
"HUD Handbook 2400.15," 02/18/1992.
"HUD Handbook 2229.1," 06/28/1989.
"HUD Handbook 2400.24 – Rev 2," 11/10/1999.
<b>Additional References</b>
OMB: "Information Collection; Request for Public Comments." 08/15/2003

**References Table**

“Federal Audit Clearinghouse (FAC) Summary of Proposed Changes to the Data Collection Form (SF-SAC),” 08/15/2003.
“Draft Data Collection Form (SF-SAC) for Fiscal Year Ending Dates in 2004, 2005, or 2006,” 08/15/2003.
“Instructions for Completing Form SF-SAC, ... for Fiscal Periods Ending in 2004, 2005, or 2006,” 08/15/2003.
“Summary of Changes to SF-SAC,” 11/16/2000.
“I-TIPS FY2001 – Project Plan,” 06/16/2000.
“I-TIPS FY2001 – Feasibility Study,” 06/16/2000.
“I-TIPS FY2001 – Cost/Benefit Analysis,” 06/16/2000.
“I-TIPS FY2001 – Needs Statement,” 06/16/2000.
“I-TIPS FY2001 – Risk Assessment,” 06/16/2000.
“Financial Data Schedule Line Definitions and Crosswalk Guide,” 09/14/2001.
“HUD PHA GAAP Conversion Guide,” 01/31/2000.
“Detailed System Requirements Document for the AFS Version 2.0.”
“Annual Financial Data Submission Requirements for the AFS Version 2.0.”
“Addendum to the Data Standardization Results for the AFS Version 2.0.”
“System Development Methodology Release 6.01,” January 2000.
“Preliminary Scoring Methodology and Thresholds for Financial Indicators,” 06/30/1999.
“Financial Indicators Methodology & Analysis Guide,” 12/14/1999.
“PHA Financial Assessment Lab Financial Assessment Operations Design and Procedures,” 03/31/1999.
“Financial Assessment Lab – Business Process Documentation and Flow Maps,” 09/21/1999.
“PHAS Appeals Business Process,” 11/28/2000.
“HUD Business Resumption Plan,” 10/2000.

**1.5 Terms and Abbreviations**

The following table defines terms and acronyms used through throughout this document.

<b>Term</b>	<b>Definition</b>
CFDA	Catalog of Federal Domestic Assistance
DCG	Development Coordination Group
DCF	Data Collection Form
EIN	Employer Identification Number
FASS-PH	Financial Assessment Subsystem – Public Housing
FDS	Financial Data Schedule
FRD	Functional Requirements Document
FYE	Fiscal Year End
GAAP	Generally Accepted Accounting Principles
GAGAS	Generally Accepted Government Auditing Standards
GASB	Governmental Accounting Standards Board
HTML	Hypertext Markup Language
HUDCAPS	HUD Central Accounting Processing System
HUD OIG	HUD Office of Inspector General

Term	Definition
HUDWeb	HUD's Intranet Web Site
IPA	Independent Public Accountant
IT	Information Technology
JAD	Joint Application Development
LOCCS	Line of Credit Control System
LPF	Late Presumptive Failure
NASS	Integrated Assessment Subsystem
OMB	Office of Management and Budget
PASS	Physical Assessment Subsystem
PH	Public Housing
PHA	Public Housing Agency/Public Housing Authority
PHAS	Public Housing Assessment System
PIH	Public Indian Housing
QASS	Quality Assessment Subsystem
RASS	Resident Satisfaction Assessment Subsystem
REAC	Real Estate Assessment Center
REACS	Real Estate Assessment Center System
SAC	PHAS invalidation action code
TAC	Technical Assistance Center (formerly the Customer Service Center)
TBD	To Be Defined
UFI	Unique Fee Accountant Identifier
UII	Unique IPA Identifier
WASS	Web Access Security System
WDDX	Web Dynamic Exchange
XML	eXtensible Mark-up Language

## 1.6 Points of Contact

### 1.6.1 Information

The following table lists Points of Organizational Contact (POC's) that may be beneficial for future reference.

Contact Name	Organization	Position	Telephone Number
Nick Miele	PIH-REAC	FASS-PH Program Business Manager	202-475-8788
Steve Bolden	PIH-REAC	FASS-PH Assessment Manager for Systems Operations	202-475-8706
Freddie Harrison	PIH-REAC	FASS-PH IT Manager	202-475-8639
Keith Bennett	Avineon Inc.	Project Manager	202-475-8903
Joneff Chung	Avineon Inc.	FASS-PH Requirements Lead	202-475-8889
Surafiel Berek	Avineon Inc.	FASS-PH Development Lead	202-475-8828

Contact Name	Organization	Position	Telephone Number
Mohammed Hasan (Araf)	Avineon Inc.	FASS-PH Maintenance Lead	202-475-8898

### 1.6.2 Coordination

FASS-PH will coordinate with the following organizations to successfully implement the FASS-PH functionality:

Organization	Support Function
PIH-REAC	Business Requirements Support, Project Management
Avineon Inc.	Requirements, Design, Development, Testing, Installation, Deployment, Maintenance, Technical Support /Operations, Project Management
DCG	Customer Support/Operations, Development Coordination, Integration Test Coordination, Deployment, and Maintenance
HUD IT	Implementation Coordination
FASS-PH Lab	Business Requirements Support
WASS	Web-based Systems Security
NASS	PHAS Integrated Scoring
QASS	IPA referral information

## **2.0 NEEDS DESCRIPTION**

## **2.0 NEEDS DESCRIPTION**

### **2.1 Needs**

HUD has embarked on one of the most far-reaching and ambitious reform initiatives in its history. The HUD 2020 Management Reform Plan, announced in June 1997, included the establishment of the Real Estate Assessment Center (REAC). PIH-REAC is an information-intensive operation responsible for assessing the performance of entities managing or owning housing in which the Department has a financial interest or a statutory obligation to monitor. Most of these properties are public housing or multifamily properties.

The Financial Assessment Subsystem - Public Housing (FASS-PH) is a subsystem of the Real Estate Assessment Center System (REACS). FASS-PH establishes centralized financial analysis that is used to focus HUD's limited resources to improve service delivery and manage its housing programs proactively.

The Department of Housing and Urban Development (HUD) has established the HUD Annual Performance Plan (APP) to demonstrate how HUD is measuring progress toward achieving its critical mission: to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination. Financial Assessment Subsystem – Public Housing (FASS-PH) aids HUD in meeting the following departmental goals and objectives: restoring the public trust, increasing affordable housing and reducing homelessness.

FASS-PH also aids HUD in addressing existing material weaknesses and business operating goals. Specifically, the FASS-PH functions address the following HUD material weaknesses identified by IG audit: Payment of Incorrect Subsidy Amount and HUD Resource Management. FASS-PH supports business operating plan goal 6.1.4 related to decreasing the share of public housing units managed by troubled housing authorities.

The Financial Assessment Subsystem – Public Housing is supported by the following legislation and HUD reform initiatives:

1. Section 6(j) of the U.S. Housing Act of 1937;
2. HUD 2020 Management Reform Plan - missions 1 and 2: reforms 1, 3, 5, and 6;
3. Public Housing Assessment System; Final Rule (24 CFR Parts 901 and 902);
4. OMB Circular A-123 - internal control systems;
5. Government Paperwork Elimination Act (GPEA) of 1998;
6. HUD eGov Strategic Initiative.

The FASS-PH proposed functionality would also address the Departmental Financial Management Systems material nonconformance identified in the 1997 HUD OIG Financial Statement Audit. REAC's implementation of FASS-PH to provide financial analysis of PHAs was specifically noted in the 1998 Financial Management Accountability as a "major, comprehensive accomplishment in financial systems integration."

FASS-PH also directly helps HUD address the 1998 reportable condition for continuing "efforts to improve the monitoring of HAs."

## **2.2 Benefits Expected**

The FASS-PH capabilities will assist the Department in realizing the following benefits:

- Increase HUD's operational efficiency by centralizing and standardizing the process of evaluating the condition of PHAs and by automating manual processes;
- A decrease of 60% in the number of people needed to review financial information submitted by PHAs by automating the quantitative analysis of the financial data. This will enable HUD staff to focus resources on taking action to improve the condition of the most troubled;
- The REAC will provide timely and accurate financial and physical condition information regarding the PHA's other business partners' housing properties that will be used by other HUD offices and centers to support their performance measures. This should aid the Department in producing a more outcome oriented annual performance report. The systems specifically will provide improvement in customer service assessment methods and procedures via electronic medium;
- Increase the frequency of financial assessment reviews to 100% of all PHAs on an annual basis;
- Increase the accuracy and quality of financial data by:
  - Collecting financial information electronically in a consistent format as defined by GAAP;
  - Completing extensive automated data validation;
  - Comparing unaudited data to audited results;
- Increase accuracy of financial risk assessment by developing an objective numerical score for each PHA using standard protocols for financial performance reviews;
- Improve timeliness of available financial information and valuable financial assessment feedback that will be used by HUD in determining which PHAs to focus their efforts on;
- Increase overall condition of Public Housing by developing an overall performance scorecard for PHAs based on the physical, management, financial and residential component scores and leveraging audited financial data collected by FASS to validate management and residential information. This integrated scorecard will be used to focus resources and take action to improve the condition of troubled PHAs;
- Increase the average financial condition of PHAs.

## **2.3 Existing and Planned Capabilities**

The existing capabilities to perform these functions (outside of the FASS-PH effort) were manually applied by the field offices without a consistent methodology. FASS-PH is automating this process and providing a singular process to enhance field operation capability while providing an auditable methodology to reduce the opportunity for audit findings. The planned increases to the system capabilities are documented in Section 1.2 - Scope.

## **2.4 Organizational Effects**

To achieve HUD's ultimate goal of providing affordable housing, FASS-PH supports many organizations within HUD that will benefit from the proposed functionality. These organizations are listed below:

- Office of Public and Indian Housing (PIH);
- Office of Policy Development and Research (PD&R);
- Public and Indian Housing – Real Estate Assessment Center (REAC).

## **2.5 Assessment of Need**

FASS-PH does and will address many areas of need for the Department. The following table discusses the FASS-PH implementation of the HUD eGov initiative and the benefits HUD and their business partners receive.

<b>eGov Strategic Goal</b>	<b>FASS-PH</b>
1. Improve Housing opportunities and quality of life for citizens and HUD beneficiaries by leveraging electronic commerce to meet their needs directly.	FASS-PH is helping bridge the digital divide by increasing access, knowledge, skills and usage of Internet technology by HUD PHAs. The technology provides a financial management tool to compare their financial management capabilities against their peers through the risk assessment process.
2. Ensure HUD's business partners have the needed tools to deliver HUD products and services effectively and efficiently in a virtual environment.	FASS-PH provides real-time, accurate information exchange and interactive communication between HUD and the PHAs using the Inbox workflow functionality. The effort has also increased the PHAs awareness of eCommerce and the available technology for the PHAs, as many did not have access until they needed it to meet the FASS-PH filing requirements.
3. Restore the public trust by using technology to operate a productive and responsive enterprise.	FASS-PH leverages the Internet/Intranet architecture to improve the stewardship of HUD's resources by identifying and eliminating PHA fraud, waste, abuse and operational inefficiency through consistent, accurate financial reviews. FASS-PH also creates a dynamic work environment by fostering collaboration and teamwork through the inbox technology. The system facilitates work flowed financial reviews and approvals, based on a successful risk model. This system leverages the entire team and allows all levels to have input into the final decision resulting from a PHA financial review.

## 2.0 Needs Description

The Need for the FASS-PH capabilities and their assessments are documented below.

Need	Assessment
Does the initiative respond to a material weakness identified in an IG audit?	<p>FASS-PH responds to the Departmental Financial Management Systems material nonconformance identified in the 1997 HUD OIG Financial Statement Audit. REAC's Financial analysis of PHAs was specifically noted in the 1998 Financial Management Accountability as a "major, comprehensive accomplishment in financial systems integration."</p> <p>FASS-PH also directly helps HUD address the 1998 reportable condition for continuing "efforts to improve the monitoring of HAs."</p>
How well does the project link to HUD's Mission?	<p>The project strongly supports several of HUD's Missions. These include the HUD 2020 Management Reform, the Business Operating Plan (BOP) and the Annual Performance Plan (APP). FASS-PH supports the HUD 2020 Management Reform Plan by helping regain the public's trust as one of the pillars of the Real Estate Assessment Center effort that is mandated by the plan. FASS-PH also directly addresses section 5.1.4 of the BOP and section 6.1.4 of the APP.</p>
What are the consequences of not going forward at this time?	<p>As FASS-PH strongly supports HUD's mission, it is imperative that the initiative continues. This initiative is necessary to maintain current business functions and delays in the implementation of the required functionality could shut down the FASS-PH as it would no longer be current with federal and user requirements. If a shutdown were to occur, HUD would not be able to adequately monitor, assess and repair the financial health of the PHAs.</p>

## 2.0 Needs Description

Need	Assessment
Is this initiative required by law or mandated by Congress?	<p>FASS-PH supports OMB Circular A-123 by providing internal control systems. The system does this by providing an auditable financial review and scoring process to mitigate any potential audit findings.</p> <p>It also supports the Government Paperwork Elimination Act by replacing paper forms with an electronic interface. These data now being collected by REAC are readily available to HUD and US citizens for the first time.</p> <p>FASS-PH is also required to implement the PHAS Rule and the Uniform Financial Reporting Rule, supporting the implementation of the Housing Act of 1937.</p>
Does the initiative support the objectives and/or initiatives in HUD's eGovernment Strategic Plan?	<p>FASS-PH supports the eGov goals and initiatives listed in the table below. FASS-PH was also one of only 20 January 2001 CIO Council Excellence.Gov award finalists. FASS-PH also received an E-Gov Pioneer Award during the E-Gov 2000 conference.</p>
Does this initiative fully or partially automate a paper-based transaction listed in HUD's GPEA Compliance Submission or that will be listed in an upcoming GPEA Compliance Submission to OMB?	<p>The following quote was taken from the 2000 GPEA Compliance Submission concerning REAC and FASS-PH in particular- " This HUD organization was built as an eBusiness and is an ideal model for GPEA... Additionally, REAC has developed an advanced web-based financial analysis system to determine the financial performance of over 3,000 PHAs. This Financial Assessment Sub-System received an E-Gov Pioneer Award at the E-Gov 2000 Conference." FASS-PH, which is noted as an eGov Pioneer, automates the submission of over 6,000 forms annually.</p>
How soon will payback occur?	<p>The benefits will outweigh the costs for the development effort.</p>
How large is the proposed initiative in comparison to the overall proposed IT budget?	<p>Please refer to the FASS-PH ITIPS Needs Statement.</p>
How significant are the benefits that will be realized by carrying out this project?	<p>The project will realize a significant benefit to the internal and external customers as described previously. We feel that it will have a significant impact on HUD. For more information, please refer to the FASS-PH ITIPS Cost/Benefit Analysis.</p>

## **2.6 Constraints**

Timely and adequate funding are the major constraints for the successful achievement of the FASS-PH/HUD goals.

## **2.7 Estimated Costs**

### **2.7.1 Total Estimated Costs**

The FASS-PH IT Manager maintains the estimated costs.

### **2.7.2 Phase Cost Estimates**

The FASS-PH IT Manager maintains the Phase Costs Estimates.

The following labor resources will be utilized to perform the FASS-PH development work.

<b>Position</b>	<b>Number of Resources</b>
Project Manager – Senior	1
Application System Analyst/Programmer – Senior	1
Application System Analyst/Programmer – Intermediate	1
QA Analyst – Senior	1 - PT
QA Analyst (Tester) – Intermediate	1
Software Developer – Senior	3
Software Developer – Intermediate	2
Project Manager – Contract Manager	1 - PT

*Note- **PT** indicates that the resource is billable as Part Time (i.e. less than 40 hours per week).*

## **2.8 Integration**

FASS-PH integrates with NASS, QASS, and WASS. These are all PIH-REAC systems, and as such are controlled through the PIH-REAC Change Control Board (CCB). The CCB makes sure that all cross-system coordination efforts, such as requirements, development, and integration testing, are coordinated. The coordination successfully reduced the chance of integration issues from arising. Close coordination with the PIH-REAC DCG is required for implementation of all FASS-PH releases.